# T2 CENTRAL STAFF

# INTEGRATED PLANNING

# CITY OF SEATTLE

# TOPOFF-2
# INTEGRATED PLANNING

*Presented by*


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# Everyone's Input is Necessary

- Private
- Public
- Local
- Regional
- State
- Contractor
- Federal

# Proportionate Preparation Time

- Table Top – TTX
- Command Post – CPX
- Full Scale – FSE

# Determine the Exercise Type

- *No – Notice*
  - Focus on a few simple objectives
- *Limited – Knowledge*
  - Simple objectives with some specific complexities
- *Open Book*
  - Complexity enhanced *yet* manageable

# Experience Dictates Outcome

- Exercise Planners *MUST* have:
  - Subject matter *knowledge*
  - Exercise *design* experience
  - Exercise *production* experience
- If not – outside Contractor must be:
  - Experienced
  - Trustworthy
  - Reliable

# Establish Responsibilities Early

- "Planning Team" aka *Production*
  - Everything necessary to "produce" the play
  - "Trusted Agents" and Lead Planners
  - Core Planning Team
  - Before ~ During ~ After the event
  - Continuity is critical for key positions

# Establish Responsibilities Early

- "Participants" aka *Responders*
  - All the response elements to the event
  - Drives the Logistics side of Planning
  - Must be involved early on to be proactive for specific logistics needs
  - Should use this process to identify current SOP gaps and do *real-world plan revisions*

# Remember…

"The value is not the plan …
but the planning itself"

# To Maximize Your Outcome

- Maximize venue input and collaboration
- Determine objectives that drive strategies
- Identify key players / planners early
- Ensure continuity with planning partners
- Establish cornerstone items early
- Don’t be afraid to be Lee Iococca
- If necessary, remember “NFW”

# To Maximize Your Outcome

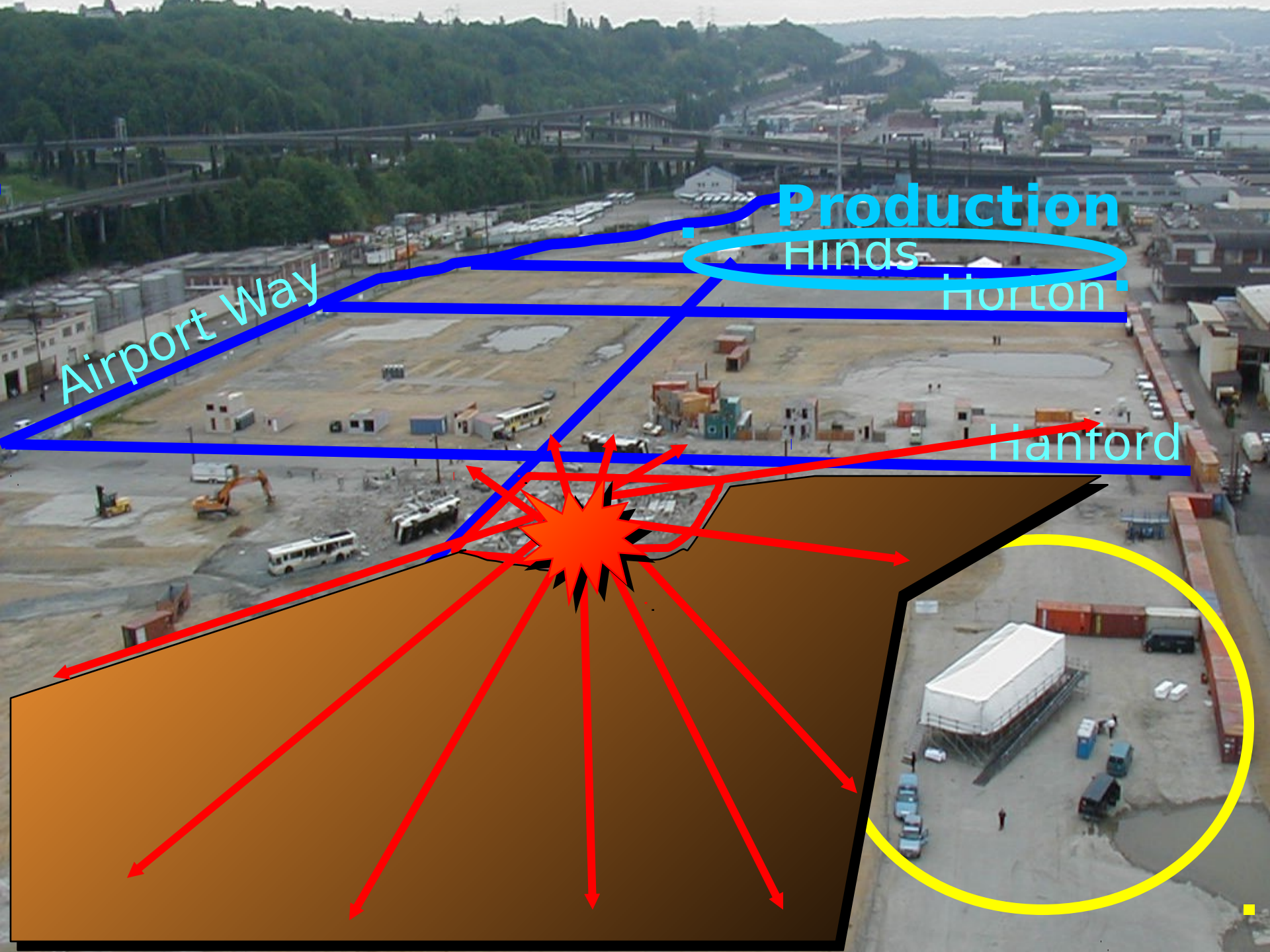
- Establish the exercise timeline
- Adhere to deliverable dates
- Collective engagement and agreement by numerous agencies ~ herding cats
- Set ground rules at the beginning
- Solicit buy-in from participating agencies

# Site Layout Issues – The Basics

- Physical size requirements
- Complexity / scope of the FSE
- Objectives of the FSE
- Realism versus real-world safety and security constraints
- On-site / Off-site integration & logistics

# Site Layout Issues – The Basics

- Traffic considerations
- Neighboring business impacts
- Public anxiety
- Crowd control
- VIP’s and Observers
- Media considerations


Production
Hinds
Horton
Airport Way
Hanford

# Security Issues – On / Off Site

- Participant security inside the site (absolutely no weapons)
- Roving internal security teams (armed)
- Perimeter security (armed)
- Visual identification
  - Personal (photo ID with Security Decal)
  - Weapons-free indication (wrist bands)
  - Vehicular clearance (grill bands)

# Security Issues – On / Off Site

- Pre-Credentialing wherever possible
- Security Enhancement Decal
- Criminal background checks (for non-government employees)
- Responder “pre-staging” off-site
- “Bubble-to-bubble” security process
- Mobile credentialing process

# Safety Plans

- Responder Safety Officer(s) – in play
- Exercise Safety Officers – Production
- Role Player Safety Officers – Production
- Integrated with real-world 9-11 system

2
PACSAT
West
TULLY'S

# Ensure PIO / PAO's are Involved

- Proportionate to the profile of the event
- Provide adequate time to address issues
- Ensure that Subject Matter Experts (SME's) and First Responders are involved in their planning meetings

# Communications Plans

- Responder's internal plans
- Production crews (on/off site)
- Multiple venues
  - Responder Staging areas
  - Master Control Center
  - Traffic units
- Cannot overload real-world systems
- Combination of radio, cell, Nextels, video

# Executive or Command Level

- Ensure real-world political perspective
- Early involvement
- Confirm objectives match the Planning Team's
- Provide SME's / First Responders at their planning meetings

# VIP's, Observers

- Get control from the beginning
- Establish written ground rules
- Distribute the rules far and wide
- Stick to your rules, but determine exceptions ahead of time

METRO
983
STOP
NO
PARKING
ANY
TIME

PRODUCTION SUPPORT SERVICES
STOP

# Logistics Plans

- Feeding and hydration
- Port-a-lets
- Shelters for weather issues
- Power
- Night operations considerations
- Personnel parking / transportation
- Responder requests – anticipated gaps

# Evaluation and Controller Process

- They must have experience in their respective disciplines
- Exercise complexity and Evaluator experience should be commensurate
- Start this process early to meet needs
- No 20-something poli-sci grads (remember the warehouse inventory)

# Evaluation and Controller Process

- Must have exercise experience
- “Exercise Command” structure should be as tight as your IC structure
- Requires integrated “Trusted Agents” from key host agencies
- Continuity is essential

# Data Collection and Documentation

- Establish the Process
- Central collection POC and oversight is critical
- On-field hotwash process is difficult, but worthwhile
- Too much info isn’t possible
- Collection delays cause data loss

# Methods of Data Collection

- Handwritten notebooks, pre-formatted
- Consider pocket tape recorders (date/time stamp is helpful)
- Disposable cameras with CD processing
- Documentary crew for video and stills (including ‘The Creation of XXX”)

# TOPOFF-2 "Data Collector Log"

| Observed Event Type | | | | | | | | | Observation Description | Time |
|---|---|---|---|---|---|---|---|---|---|---|
| MSG in | MSG out | discussion | Decision | Directive | Movement | Activity | *Other* | **INJECT** | | |
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# Lessons Learned and the AAR

- Applies to everyone involved
- Planners
- Production personnel
- Controllers & Evaluators
- Responders
- Victims (role players)

# The After-Action-Report/Review

- Timely
- Accurate
- Complete
- Minimally sanitized
- Widely distributed
- Readily available on-line (unless sensitive ~ FOUO)

# KEY ISSUES FOR PLANNING

- Exercise Planners *MUST* have:
  - Subject matter *knowledge*
  - Exercise *design* experience
  - Exercise *production* experience

# Questions ?

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